

1997年 12月 27日

TOWN OF SPRINGFIELD, LOUISIANA
GENERAL PURPOSE FINANCIAL STATEMENTS,
INDEPENDENT AUDITORY REPORT, ADDITIONAL INFORMATION
AND OTHER REPORTS REQUIRED BY
GOVERNMENTAL AUDITING STANDARDS
YEAR ENDED JUNE 30, 2003

Under provisions of state law this report is a public document. A copy of the report has been submitted to the media and other appropriate public officials. The report is available for public inspection at the Library of Congress of the Legislative Auditor and, where appropriate, at the official of the person's place of birth.

Revised Date: 2/9/94

TOWN OF SPRINGFIELD, LOUISIANA
General Purpose Financial Statements
and Accountants' Compilation Report
As of and For the Year Ended June 30, 2003

<u>CONTENTS</u>	<u>STATEMENT</u>	<u>PAGE</u>
Independent Auditor's Report		i
General Purpose Financial Statements:		
Balance Sheet -		
All Fund Types and Account Groups	A	2
Governmental Funds:		
Statement of Revenues, Expenditures, and Changes in Fund Balances	B	3
Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget (GAAP) and Actual	C	4
Notes to the Financial Statements		5-9
Independent Auditor's Report on Supplemental Information		10
Supplemental Information:		
Schedule of Mayor and Aldermen Per Diem		12
Independent Auditor's Report on Compliance and on Internal Control over Financial Reporting Based on an Audit of Financial Statements Performed in accordance with Government Auditing Standards		13-14
Schedule of Prior Year Findings		15

DEAN AND DEAN

1101 Shiloh Road, 4th, W-1
Baton Rouge, LA 70804
Telephone: (225) 386-1606
Fax: (225) 382-7757

CERTIFIED PUBLIC ACCOUNTANTS

Donald A. Dean, CPA
Barbara Dean, CPA

INDEPENDENT AUDITORS' REPORT

December 5, 2003

Mayer and Board of Aldermen
Town of Springfield, Louisiana

We have audited the general purpose financial statements of the Town of Springfield, as of and for the year ended June 30, 2003. These financial statements are the responsibility of the Town of Springfield's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the general purpose financial statements referred to above present fairly, in all material aspects, the financial position of the Town of Springfield at June 30, 2003, and the results of operations for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with Government Auditing Standards, we have also issued a report dated December 5, 2003, on our consideration of the Town's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with Government Auditing Standards and should be read in conjunction with this report in considering the results of our audit.

Respectfully submitted,



Dean and Dean, CPAs

TOWN OF SPRINGFIELD
 COMBINED BALANCE SHEET
 ALL FUND TYPES AND ACCOUNT GROUPS
 JUNE 30, 2003

Statement A

	Governmental Fund Type	Account Groups	
	General Fund	General Fixed Assets	Totals (Massachusetts only)
ASSETS			
Cash and cash equivalents	\$ 107,936	\$ -0-	\$ 107,936
Taxes receivable	61,485		61,485
Property and equipment		196,813	196,813
TOTAL ASSETS	\$ 169,421	\$ 196,813	\$ 366,234
LIABILITIES AND FUND EQUITY			
Liabilities			
Accounts payable	\$ 4,297	\$	\$ 4,297
Capital lease payable	-0-		-0-
Total Liabilities	4,297	-0-	4,297
Fund Equity			
Investment in general fixed assets		196,813	196,813
Fund balance: Unreserved-undesignated	165,124		165,124
Total Fund Equity	165,124	196,813	361,947
TOTAL LIABILITIES AND FUND EQUITY	\$ 169,421	\$ 196,813	\$ 366,234

See Accompanying Notes and Accountants' Compilation Report

TOWN OF SPRINGFIELD
 STATEMENT OF REVENUES, EXPENDITURES,
 AND CHANGES IN FUND BALANCES -
 GOVERNMENTAL FUND TYPE - GENERAL FUND
 FOR THE YEAR ENDED JUNE 30, 2003

Statement B

REVENUES

Sales taxes	\$	233,453
Other taxes		27,579
Licenses and permits		38,349
Fines and forfeitures		26,487
Grants		18,318
Other		<u>23,276</u>
Total Revenues		<u>367,562</u>

EXPENDITURES

General government		133,030
Public safety		137,752
Streets		20,794
Solid waste		<u>20,908</u>
Total Expenditures		<u>312,484</u>

EXCESS OF REVENUES OVER EXPENDITURES		55,078
FUND BALANCE AT BEGINNING OF YEAR		<u>147,727</u>
FUND BALANCE AT END OF YEAR	\$	<u>202,805</u>

See Accompanying Notes and Accountants' Compilation Report

TOWN OF SPRINGFIELD
 COMBINED STATEMENT OF REVENUES,
 EXPENDITURES, AND CHANGES IN FUND BALANCES -
 BUDGET (GAAP BASIS) AND ACTUAL
 ALL GOVERNMENTAL FUND TYPES - GENERAL FUNDS
 FOR THE YEAR ENDED JUNE 30, 2005

Statement C

	Budget	Actual	Variance- Favorable (Unfavorable)
REVENUES			
Sales taxes	\$ 125,000	\$ 203,453	\$ 78,453
Other taxes	27,000	27,579	579
Licenses and permits	58,000	36,349	(21,651)
Fees and forfeitures	22,000	26,487	4,487
Grants	3,000	18,318	15,318
Other	15,700	23,375	7,675
Total Revenues	250,700	335,562	84,862
EXPENDITURES			
General government	158,800	155,000	3,800
Public safety	140,000	137,752	2,248
Streets	20,000	20,394	394
Solid waste	20,000	20,000	0
Total Expenditures	338,800	333,156	5,644
EXCESS OF REVENUES OVER EXPENDITURES	(18,000)	17,397	35,397
FUND BALANCE AT BEGINNING OF YEAR	147,737	147,737	
FUND BALANCE AT END OF YEAR	\$ 129,737	\$ 165,134	\$ 35,397

See Accompanying Notes and Accountants' Compilation Report

TOWN OF SPRINGFIELD, LOUISIANA
Notes to the Financial Statements
As of and for the Year Ended June 30, 2003

A. THE TOWN

The Town of Springfield (the Town) was incorporated in 1838, under a special charter. The Town operates under a Mayor-Board of Aldermen form of government. The Mayor and five Aldermen are elected to four year terms. The Town provides the following services as authorized by its charter: public safety (police), highways and streets, health and social services, culture-recreation, public improvements, planning and zoning, and general administrative services.

B. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Presentation

The accompanying financial statements of the Town of Springfield, Louisiana have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

Reporting Entity

For financial reporting purposes, in conformance with Section 2100 of the GASB Codification of Governmental Accounting and Financial Reporting Standards (GASB Codification), the Town of Springfield includes all funds, account groups, activities, or others, that are controlled by the Town's Mayor and Board of Aldermen. Control by the Town was determined on the basis of budget adoption, hiring authority, authority to issue debt, election and appointment of governing body and other general oversight responsibility.

Fund Accounting

The Town uses funds and account groups to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions relating to certain government functions or activities.

A fund is a separate accounting entity with a self-balancing set of accounts. An account group, on the other hand, is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net expendable available financial resources.

Funds of the Town are classified as governmental funds. Governmental funds account for the Town's general activities.

TOWN OF SPRINGFIELD, LOUISIANA
Notes to the Financial Statements
As of and for the Year Ended June 30, 2003

The General Fund, as provided by Louisiana Revised Statute 33:1422, is the principal fund of the Town and accounts for the operation of the Town's office. The Town's principal source of revenue, sales taxes, is accounted for in this fund. General operating expenditures are paid from this fund. This is the only fund of the Town.

Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. The General Fund is accounted for using a current financial resources measurement focus. With this measurement focus only current assets and current liabilities generally are included on the balance sheet. The operating statement of the General Fund presents increases and decreases in net current assets. The modified accrual basis of accounting is used by the General Fund. The General Fund uses the following practices in recording revenues and expenditures:

Revenues

Sales taxes, licenses, franchise taxes, beer taxes, and tobacco taxes are recorded in the year in which they are collected or become collectable. Revenue from restricted grants is recorded as the funds from the grant are expended. Interest income on time deposits is recorded when earned and available. Other revenues are recorded when received.

Expenditures

Expenditures are generally recognized under the modified accrual basis of account when the related fund liability is incurred.

Budget

The Town prepares a budget at the beginning of each year based upon prior year expenditures and anticipated revenues for the budget year. The proposed budget is prepared on a modified accrual basis of accounting and is made available for public inspection no later than 15 days prior to the beginning of the budgeted year. The budget was formally adopted on June 19, 2002. All appropriations lapse at year end.

TOWN OF SPRINGFIELD, LOUISIANA
Notes to the Financial Statement
As of and for the Year Ended June 30, 2003

Formal budget integration (within the accounting system) is not employed as a management control device. During the fiscal year, actual revenues and expenditures are compared to budgeted revenues and expenditures by the Mayor and Board of Aldermen. If actual revenues are falling short of budgeted revenues by five per cent or more or if actual expenditures to date plus projected expenditures for the remainder of the year exceed the budgeted expenditures by five per cent or more, the original budget is amended by the Mayor and Board of Aldermen. Budgeted amounts included in the accompanying financial statements include the original adopted budget and all subsequent amendments. The Mayor and Board of Aldermen are responsible for adopting and amending the budget.

Cash and Cash Equivalents

Cash includes amounts in demand deposits, interest bearing demand deposits, and money market accounts. Cash equivalents include amounts in time deposits. Under state law, the Town may deposit funds in demand deposits, interest bearing demand deposits, money market accounts, or time deposits with state banks organized under Louisiana law and national banks having their principal offices in Louisiana.

Fixed Assets

Fixed assets used in governmental fund operations (general fixed assets) are accounted for in the general fixed assets account group, rather than in the governmental funds. Fixed assets are valued at historical cost. No depreciation has been provided on fixed assets. The Town does not include infrastructure assets in the general fixed assets account group. The account group is not a fund. It is concerned only with the measurement of financial position and does not involve measurement of results of operations.

Vacation and Sick Leave

Employees of the Town earn from 5 to 15 days of vacation leave each year, depending on length of service. Vacation leave must be used in the year earned. There is no formal policy on sick leave. Sick leave is approved by the Town based on need. There are no accumulated and vested benefits relating to vacation or sick leave.

Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

TOWN OF SPRINGFIELD, LOUISIANA
 Notes to the Financial Statement
 As of and for the Year Ended June 30, 2003

Total Columns on Statements

The total columns on the statements are captioned Memorandum Only to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position or results of operations in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation.

C. CASH AND CASH EQUIVALENTS

At June 30, 2003, the Town had cash and cash equivalents (bank balances) totaling \$187,936, as follows:

Demand deposits	\$ 12,687
Money market accounts	<u>85,249</u>
Total	<u>\$ 107,856</u>

These deposits are stated at cost, which approximates market. Under state law, these deposits must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. At June 30, 2003, the Town had \$112,638, in deposits (collected bank balances). These deposits were totally secured from risk by federal deposit insurance.

D. CHANGES IN GENERAL FIXED ASSETS

A summary of changes in general fixed assets (office furnishings and equipment) for the year ended June 30, 2003, is as follows:

Beginning Balance	\$ 195,596
Additions	24,530
Deductions	<u>(93,320)</u>
Ending Balance	<u>\$ 126,806</u>

E. LOUISIANA DEFERRED COMPENSATION PLAN

All of the employees of the Town of Springfield are eligible to participate in the State of Louisiana deferred compensation plan. Employees may contribute up to 25% of their salary (not to exceed \$7,480 a year) to the plan on a pre-tax basis. The contributions are withheld from the employees' paycheck. The Town does not make any matching contributions. The contributions are fully vested immediately and are remitted to a third-party administrator each payroll, where they are deposited to an account in the employee's name. The Town of Springfield does not assume any liability for the funds and does not have any control over the funds once they are remitted to the third-party administrator.

TOWN OF SPRINGFIELD, LOUISIANA
Notes to the Financial Statement
As of and for the Year Ended June 30, 2003

F. PENSION PLAN

All employees of the Town's police department are members of the Louisiana Municipal Police Employees Retirement System ("System"), a multiple-employer, public employee retirement system (PERS), controlled and administered by a separate board of trustees.

All full-time police officers, employed in a municipality in the State of Louisiana, engaged in law enforcement, and empowered to make arrests are required to participate in the System. Employees who retire at or after age 50 with at least 20 years of creditable service or at or after age 55 with at least 12 years of credited service are entitled to a retirement benefit, payable monthly for life, equal to 3-1/3 per cent of their final-average salary for each year of credited service, not to exceed 100 per cent of their final-average salary. Final-average salary is the employee's average salary over the 36 consecutive or joined months that produce the highest average. Employees who terminate with at least the amount of credited service stated above and do not withdraw their employee contributions may retire at the ages specified previously and receive the benefit accrued to their date of termination. The System also provides death and disability benefits. Benefits are established by state statute.

The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Municipal Police Employees Retirement System of Louisiana, 8400 United Plaza Boulevard, Baton Rouge, LA 70809-2290, or by calling (504) 939-7411.

Plan members are required by state statute to contribute 7.5 percent of their annual covered salary and the Town of Springfield is required to contribute at an actuarially determined rate. The current rate is 9.8 percent of annual covered payroll. The contribution requirements of plan members and the Town of Springfield are established and may be amended by state statute. As provided by Louisiana Revised Statute 11:103, the employer contributions are determined by actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year. The Town of Springfield contributions to the System for the years ending June 30, 2003, 2002, and 2001, were \$6,418, \$8,677, and \$3,960, respectively, equal to the required contributions for each year.

G. RISK MANAGEMENT

The Town carries commercial insurance for all major categories of risk including workers' compensation, general liability, and automobile liability. There have been no significant reductions in insurance coverage for the current year. Settlement amounts have not exceeded insurance coverage for the current year or the three prior years.

DEAN AND DEAN

1100 Williams Ave., Ste. 911
New Orleans, LA 70114
Telephone: (504) 283-1004
Fax: (504) 286-7425

CERTIFIED PUBLIC ACCOUNTANTS

Donald A. Dean, CPA
Dorothy Dean, CPA

INDEPENDENT AUDITORS' REPORT ON SUPPLEMENTAL INFORMATION

December 5, 2003

Mayor and Board of Aldermen
Town of Springfield, Louisiana

We have audited the financial statements of the Town of Springfield as of and for the year ended June 30, 2003, and have issued our report thereon dated December 5, 2003. These financial statements are the responsibility of the Town of Springfield's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

Our audit was made for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The accompanying Schedule of Compensation Paid to Mayor and Board of Aldermen is not a required part of the financial statements. The supplemental information has been subjected to tests and other auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly stated in all material respects in relation to the financial statements taken as a whole.

Respectfully submitted,



Dean and Dean, CPA's

SUPPLEMENTAL INFORMATION

TOWNSHIP OF SPRINGFIELD, LOUISIANA
 Schedule of Compensation Paid to Mayor
 and Board of Aldermen
 For the Year Ended June 30, 2003

Charles Martin, Mayor P. O. Box 431 Springfield, LA 70462 (225) 294-2491	\$ 7,300
Mary Ann Bissel, Alderman P. O. Box 336 Springfield, LA 70462 (225) 294-2444	1,000
Marsha Sherburne, Alderman 25344 McCaswell Rd. Springfield, LA 70462 (225) 294-3134	1,025
Mildred Corvett, Alderman 31484 La Hwy 22 Springfield, LA 70462 (225) 294-4617	1,225
John L. Vicknair, III, Alderman 13280 Pincher Road Springfield, LA 70462 (225) 294-3264	1,125
Thomas Abels, Alderman P. O. Box 416 Springfield, LA 70462 (225) 294-3939	900
	<hr/>
	<u>\$ 12,475</u>

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE AND ON INTERNAL
CONTROL OVER FINANCIAL REPORTING BASED ON AN AUDIT OF
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE
WITH GOVERNMENT AUDITING STANDARDS**

December 3, 2003

Mayor and Board of Aldermen
Town of Springfield, Louisiana

We have audited the accompanying component unit financial statements of the Town of Springfield as of and for the year ended June 30, 2003, and have issued our report thereon dated December 3, 2003. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we performed tests of the Town's compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with these provisions was not an objective of our audit and, accordingly, we do not express such an opinion. Except as discussed in the Schedule of Findings and Questioned Costs, the results of our tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Town of Springfield's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses.

Mayor and Board of Aldermen
December 5, 2000

A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.

This report is intended for the Mayor and Board of Aldermen, management, and the Louisiana Legislative Auditor; however, this report is a matter of public record and its distribution is not limited.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Dean and Dean, CPAs". The signature is stylized with large, overlapping loops.

Dean and Dean, CPAs

TOWN OF SPRINGFIELD, LOUISIANA
SCHEDULE OF PRIOR YEAR FINDINGS
FOR THE YEAR ENDED JUNE 30, 2003

<u>FINDING</u>	<u>STATUS</u>
2002-1 BID-LAW FINDING - The Town did not advertise for bids in the process of purchasing a vehicle in excess of \$12,000.	Resolved.

